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ABSTRACT

Home study courses are listed in this pamphlet that may be taken by persons with varied ages and educational achievements. Courses which relate to occupations are listed by the occupational division classifications used by the "Dictionary of Occupational Titles, Vol. 1." Listed immediately after each course title are numbers indicating accredited home study schools offering that particular course. These schools are listed numerically following the course listing section. The final section lists resources for the homebound, for the professional, and sources of educational and vocational counseling information. (TA)

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Careers for the Homebound

Home Study Opportunities

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Careers For The Homebound:
Home Study Opportunities

Home study has served as a turning point in the lives of thousands of individuals yearly. It has meant meaningful employment and careers for those who otherwise might not have had the chance for educational and vocational development. The homebound, too, may utilize the many and varied opportunities that home study instruction affords to learn a skill or train for varying types of jobs. With the professional support of educational and vocational counseling, individuals may explore many career options, outline educational and vocational objectives, and determine courses of study designed to meet these objectives. Instruction is taken in the home. There are no classes to attend. Each individual decides the most appropriate times of study.

Who are the homebound? They are individuals confined to their homes or nursing homes for reasons of disabilities or handicaps. They are veterans, retirees, homemakers—anyone unable to leave home and/or work a normal shift. The homebound, however, do and can lead productive and meaningful lives. They have potential talents and skills which, if given the proper motivation, they can further develop. Home study can provide this opportunity. It serves as a way of developing, utilizing and maximizing untapped potential.

This pamphlet on home study opportunities was prepared with the millions of homebound people in this country in mind. It provides a useful reference tool for counselors in helping the homebound attain educational and vocational objectives that may otherwise be impossible.

Courses and schools listed in this pamphlet are accredited by the Accrediting Commission of the National Home Study Council. In order to meet accreditation standards, each home study school must have a competent faculty, offer educationally sound and current courses, provide satisfactory educational services and charge reasonable tuition fees. In addition, the school must demonstrate student success and satisfaction, advertise its courses truthfully and be able to deliver high quality education.

Courses listed herein may be taken by the homebound of various ages and backgrounds. They can lead to productive employment, self-improvement, or development of personal interests or hobbies.

Courses which relate to occupations are listed by the occupational division classifications employed by the DICTIONARY OF OCCUPATIONAL TITLES, Vol. I, by the Bureau of Employment Security, Manpower Administration, U.S. Department of Labor. Copies of the D.O.T. may be found in many public and private libraries throughout the country.

Home-study courses are listed that may be taken by persons with varied educational achievements—those without a high school education, those who have completed high school and those who have a college background. Listed immediately after each course title are numbers indicating accredited home study schools offering that particular course. These schools are listed numerically and follow the course listing. The numbers of the schools correspond to those printed after the course titles. The final section provides resources for the homebound, for the professional, and sources of educational and vocational counseling information.

It should be kept in mind that the listing of courses and schools is not all-inclusive. Additional courses that may be taken by the homebound are being developed. Other accredited home study institutions may offer courses similar to those we list here. Each school listed may also maintain a different approach to its subject and different educational objectives. Although several schools may offer courses with similar titles, this does not mean that they are equivalent in nature, merit or value to an individual student. It is advisable for counselors to have their clients obtain information from several schools offering the same course before a program is selected.

We hope that counselors will find this pamphlet most helpful. Reader reactions and experiences with home study courses will be most valued and appreciated.

PLEASE NOTE: As of the time of publication, this listing is accurate and up to date. However, courses and schools are annually subject to revision and change.

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ACCREDITED HOME STUDY SCHOOLS

1. Academy of Millinery Design, Little Falls, New Jersey 07424
2. Advance School of Business, 5900 Northwest Highway, Chicago, Illinois 60631
3. Advance School of Drafting and Design, 5900 Northwest Highway, Chicago, Illinois 60631
4. Advance School of Electricity and Electronics, 5900 Northwest Highway, Chicago, Illinois 60631
5. Advance School of Secretarial Sciences, 5900 Northwest Highway, Chicago, Illinois 60631
6. American Medical Record Association, 875 North Michigan Avenue, Suite 1850, Chicago, Illinois 60611
7. American School, Drexel Avenue at 58th Street, Chicago, Illinois 60637
8. American School of Photography, 555 East Lange Street, Mundelein, Illinois 60060
9. American Technical Society, 850 East 53th Street, Chicago, Illinois 60637
10. Art Instruction Schools, 500 South Fourth Street, Minneapolis, Minnesota 55415

11. Automation and Training Universal Corporation, 425 Lincoln Street, Denver, Colorado 80203

12. Automation Training Institute, 5701 Waterman Avenue, St. Louis, Missouri 63112

13. Bell & Howell Schools, 4141 West Belmont Avenue, Chicago, Illinois 60641

14. Capitol Radio Engineering Institute, 3939 Wisconsin Avenue, N.W., Washington, D.C. 20016

15. Career Academy's Division of Drafting Training, 611 East Wells Street, Milwaukee, Wisconsin 53202

16. Career Academy's Division of Investment Operations, 611 East Wells Street, Milwaukee, Wisconsin 53202

17. Career Academy's Division of Medical Office Assisting, 611 East Wells Street, Milwaukee, Wisconsin 53202

18. Careerco School for Para-Professionals, Careerco Building, 518 James Street, Syracuse, New York 13203

19. Career Institute, Inc., 555 East Lange Street, Mundelein, Illinois 60060

20. Chicago School of Interior Decoration, 555 East Lange Street, Mundelein, Illinois 60060

21. Coast Navigation School, 418 East Canon Perdido, Drawer Y, Santa Barbara, California 93101

22. Coleman American Education Services, Inc., 3435 Broadway, Kansas City, Missouri 64111

23. Colorado Sales Training Institute, 839 South Circle Drive, Colorado Springs, Colorado 80910

24. Colorado Sales Training Institute, Inc., 700 East Speer Boulevard, Denver, Colorado 80203

25. Columbia School of Broadcasting, 1902 Van Ness Avenue, San Francisco, California 94109

26. Commercial Trades Institute, 1400 West Greenleaf Avenue, Chicago, Illinois 60626

27. Franklin Academy, 1015 Euclid Avenue, Cleveland, Ohio 44115

28. Gemological Institute of America, 11940 San Vincente Boulevard, Los Angeles, California 90049

29. The Hadley School for the Blind, 700 Elm Street, Winnetka, Illinois 60093

30. Hemphill Schools, 1743 South Vermont Avenue, Los Angeles, California 90006

31. Home Study Institute, 6940 Carroll Avenue, Takoma Park, Washington, D.C. 20012

32. Humboldt Institute, Inc., 2201 Blaisdell Avenue, Minneapolis, Minnesota 55404

33. ICS Electricians School, Scranton, Pennsylvania 18515

34. ICS High School, Scranton, Pennsylvania 18515

35. ICS School of Accounting, Scranton, Pennsylvania 18515

36. ICS School of Business Management, Scranton, Pennsylvania 18515

37. ICS School of Drafting, Scranton, Pennsylvania 18515

38. ICS School of Interior Design, Scranton, Pennsylvania 18515

39. Institute of Children's Literature, Valley Road, Redding Ridge, Connecticut 06876

40. International Accountants Society, Inc., 209 West Jackson Boulevard, Chicago, Illinois 60606

41. International Correspondence Schools, Scranton, Pennsylvania 18515

42. Interstate Training Service, 4035 Northeast Sandy Boulevard, Portland, Oregon 97212

43. JETMA Technical Institute, 103 South Airport Boulevard, South San Francisco, California 94080

44. John Tracy Clinic, 806 West Adams Boulevard, Los Angeles, California 90007

45. Lafayette Academy, Inc., 984 Charles Street, Providence, Rhode Island 02904

46. LaSalle Extension University, 417 South Dearborn Street, Chicago, Illinois 60605

47. Lifetime Career Schools, 2251 Barry Avenue, Los Angeles, California 90064

48. Lincoln Extension Institute, Inc., 1401 West 75th Street, Cleveland, Ohio 44102

49. Massey Technical Institute, Inc., 148 East 7th Street, Jacksonville, Florida 32206

50. McGraw-Hill Continuing Education Company, 3939 Wisconsin Avenue, N.W., Washington, D.C. 20016

51. Modern Gun Repair School, 4225 North Brown Avenue, Scottsdale, Arizona 85251

52. Modern Schools, Inc., 4225 North Brown Avenue, Scottsdale, Arizona 85251

53. National Camera, Technical Training Division, 2000 West Union Avenue, Englewood, Colorado 80110

54. National Drafting Institute, 425 Lincoln Street, Denver, Colorado 80203

55. National Education Service, 3211 Pico Boulevard, Santa Monica, California 90405

56. National Photo Coloring School, 555 East Lange Street, Mundelein, Illinois 60060

57. National Radio Institute, 3939 Wisconsin Avenue, N.W., Washington, D.C. 20016

58. National School of Dress Design, 555 East Lange Street, Mundelein, Illinois 60060

59. National Tax Training School, Monsey, New York 10952

60. National Technical Schools, 4000 South Figueroa Street, Los Angeles, California 90037

61. New York Institute of Photography, 112 West 31st Street, New York, New York 10001

62. Newport/Pacific High School, 4500 Campus Drive, University Plaza, Newport Beach, California 92663

63. Newspaper Institute of America, 100 Mamaroneck Avenue, Mamaroneck, New York 10543

64. North American Institute of Systems and Procedures, 4500 Campus Drive, University Plaza, Newport Beach, California 92663

65. North American School of Accounting, 4500 Campus Drive, University Plaza, Newport Beach, California 92663

66. North American School of Advertising, 4500 Campus Drive, University Plaza, Newport Beach, California 92663

67. North American School of Drafting, 4500 Campus Drive, University Plaza, Newport Beach, California 92663

68. North American School of Recreation, 4500 Campus Drive, University Plaza, Newport Beach, California 92663

69. North American School of Travel, 4500 Campus Drive, University Plaza, Newport Beach, California 92663

70. Palmer Writers School, 500 South Fourth Street, Minneapolis, Minnesota 55415

71. Sales Training of Colorado, 839 South Circle Drive, Colorado Springs, Colorado 80910

72. Sales Training of Colorado, 700 East Speer Boulevard, Denver, Colorado 80203

73. Sales Training of Detroit, 17555 James Couzens Highway, Detroit, Michigan 48235

74. Sales Training of Milwaukee, Inc., 1417 North 76th Street, Milwaukee, Wisconsin 53218

75. Sales Training of Twin Cities, Inc., 5730 Duluth Street, Minneapolis, Minnesota 55427

76. Sanders Career Schools, Inc., 1406 Morris Avenue, P.O. Box K, Union, New Jersey 07083

77. School of Modern Photography, Little Falls, New Jersey 07424

78. School of Speedwriting, 55 West 42nd Street, New York, New York 10036

79. Seminary Extension Home Study Institute, Southern Baptist Convention Building, 460 James Robertson Parkway, Nashville, Tennessee 37219

80. Southwestern Institute, Suite 202, 4621 North 16th Street, Phoenix, Arizona 85016

81. Stenospeed Shorthand, 855 East Lange Street, Mundelein, Illinois 60060

82. Stock Market Institute, 808 Busse Highway, Park Ridge, Illinois 60068

83. Sylvania Technical Schools, Home Study Division, 909 Third Avenue, New York, New York 10022

84. Technical Home Study Schools, Little Falls, New Jersey 07424

85. Typewriter and Business Machine Repair School, Little Falls, New Jersey 07424

86. United Technical Institute, 135 West Wells Street, Milwaukee, Wisconsin 53203

87. Universal Schools, Little Falls, New Jersey 07424

88. Upholstery Trades School, Little Falls, New Jersey 07424

89. U.S. School of Music, Inc., 417 South Dearborn Street, Chicago, Illinois 60605

90. Washington School of Art, 417 South Dearborn Street, Chicago, Illinois 60605

91. Wayne School, 417 South Dearborn Street, Chicago, Illinois 60605

92. Writers Institute, 100 Mamaroneck Avenue, Mamaroneck, New York 10543

Resources

FOR THE HOMEBOUND

Directory of Accredited Private Home Study Schools. National Home Study Council, 1601 Eighteenth Street, N.W., Washington, D.C. 20009

Jobs for Which Apprenticeship Training is Available. U.S. Department of Labor, Bureau of Labor Statistics, Washington, D.C. 20212

Jobs for Which a High School Education is Preferred, But Not Essential. U.S. Department of Labor, Bureau of Labor Statistics, Washington, D.C. 20212

Jobs for Which a High School Education is Generally Preferred. U.S. Department of Labor, Bureau of Labor Statistics, Washington, D.C. 20212

Jobs for Which a College Education is Usually Required. U.S. Department of Labor, Bureau of Labor Statistics, Washington, D.C. 20212

Student Aids in the Space Age: Educational Resources for the Handicapped—1971 Revision. B'nai B'rith Career and Counseling Services, 1640 Rhode Island Avenue, N.W., Washington, D.C. 20036

Three Steps for College Entrance. President's Committee on Employment of the Handicapped, Washington, D.C. 20210 and B'nai B'rith Career and Counseling Services, 1640 Rhode Island Avenue, N.W., Washington, D.C. 20036

FOR THE PROFESSIONAL

Counselor's Guide to Home Study Training, A. National Home Study Council, 1601 Eighteenth Street, N.W., Washington, D.C. 20009

Dictionary of Occupational Titles. Volumes I and II. U.S. Government Printing Office, Washington, D.C. 20402

Directory of Organizations Interested in the Handicapped. Committee for the Handicapped, 1218 New Hampshire Avenue, N.W., Washington, D.C. 20036

"Homecraft: Source of Homebound Employment." *Rehabilitation Record,* Volume 13, Number 5, 1972

OE 80 9 070

Occupational Outlook Handbook, 1974-75. U.S. Department of Labor, Bureau of Labor Statistics. (Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.)

SOURCES OF EDUCATIONAL AND VOCATIONAL INFORMATION

American Personnel and Guidance Association, 1607 New Hampshire Avenue, N.W., Washington, D.C. 20009.

B'nai B'rith Career and Counseling Services, 1640 Rhode Island Avenue, N.W., Washington, D.C. 20036.

Directory of Counseling Services. International Association of Counseling Services, Inc., 1607 New Hampshire Avenue, N.W., Washington, D.C. 20009.

National Home Study Council, 1601 Eighteenth Street, N.W., Washington, D.C. 20009.

National Vocational Guidance Association, 1607 New Hampshire Avenue, N.W., Washington, D.C. 20009.

Rehabilitation Services Administration, Washington, D.C. 20201.

U.S. Veterans Administration, 2033 M Street, N.W., Washington, D.C. 20420.

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